

DEPARTMENT OF HEALTH SERVICES**Division of Communicable Disease Control**

Hepatitis C Prevention and Control Unit

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***Projects for the Prevention and Control of Hepatitis C*****ANSWERS TO SUBMITTED RFA QUESTIONS****August 9, 2001**

1. "On page 8 of the RFA, it states: 'Applicants may design projects that address one or both funding priorities, but each project must stand on its own merit.' Does this mean that we need to submit two separate applications, including separate scopes of work and budgets? Can we submit one application and one scope of work that reflects both funding priorities?"

Answer:

You can submit one application with one scope of work that reflects both funding priorities.

2. "We assume that between the efforts of the V.A. and local efforts, the 50% mandate of serving veterans will be met. Is this a correct assumption?"

"The RFA states that 50% of the project efforts must target veterans. Does that mean that at least 50% of each proposal must target veterans, or that overall, 50% of the funding will reach veterans?"

"Section IC (paragraph 2) on page 2 describes the veterans service requirements in SB1286. If an applicant does not target a significant veteran population, will they be less competitive?"

Answer:

Since veterans make up 10-12% of California's adult population, and may be at higher risk for HCV than the general population, we would expect that every application would be able to target at least that percentage of veterans. When combined with veteran service organization projects, we anticipate reaching an overall funding rate of 50% for veterans.

3. "It is not clear what kind of counseling services the RFA would like to see provided. Do you mean mental health counseling, pre- and post-test counseling, post traumatic stress disorder counseling, or some other form of counseling?"

Answer:

Counseling should include the following information: a) general information about HCV; b) risk factors for infection, transmission, disease progression and treatment; and c) detailed prevention messages appropriate for the population. Counseling may also include information about community resources available for HCV infected patients for medical evaluation and social support, as appropriate. Counselors and service providers from awarded agencies will be trained by the California STD/HIV Prevention Training Center.

4. "Is the application itself limited to two letters of support? Can additional letters be added if they support the case for the applicant agency to carry out the project? Is there a maximum number of letters of support that can be included?"

Answer:

You are required to submit no more and no less than two letters of support with your application.

5. "Please clarify the instructions regarding pagination. On page 10, General Instructions #3, the RFA asks to number each page of the application consecutively. Then on page 11, the RFA instructs to paginate all items in each section with the exception of the attachments. What does this mean?"

Answer:

You are not required to paginate the following attachments: Agency Organization Chart, Incoming Funds by Source, Letters of Support, Proof of Nonprofit Status (if applicable).

6. "Section V A.2.1 on page 17 states that facility rent or lease payments are prohibited. Does this include facility space rent for project staff?"

Answer:

The only line item where you may include facility space rent for project staff is under indirect costs. Proposed budgets must contain indirect costs at a rate no greater than 15% of the total personnel costs including benefits.

7. "Section VI A.1 on page 23 states that contractors will be reimbursed on a quarterly basis. Will CDHS/DISB consider reimbursing on a monthly basis?"

Answer:

We will consider providing reimbursements on a monthly basis if there is a justifiable need.

8. “Do County Health Departments need a certification of non-profit status and letter from IRS, or they exempt from this?”

Answer:

County Health Departments are exempt from this requirement. They do not need a certification of non-profit status or a letter from the IRS.

“Additionally, do sub-contractors included in the grant proposal need to meet these eligibility requirements? And if so, does it need to be included with the application?”

Answer:

Subcontractors do not need to be of nonprofit status and are therefore exempt from proving nonprofit status.

9. “Our agency’s application will include Secondary Prevention activities that will involve the implementation of programs that ensures the availability of hepatitis C education, counseling, and/or referrals for case management of infected individuals. How are the funded county Hepatitis C Prevention and Control Programs to avail and integrate the CDHS-provided training to local service providers and counselors? (Who will actually provide CDHS-provided training? Will CDHS-provided training be provided at locations within respective counties receiving funding or will local participants/trainees have to travel outside of respective counties to receive the CDHS-provided training? How will these CDHS-provided training be scheduled? Is there a key contact person identified regarding the CDHS-provided training?)”

Answer:

All funded projects will receive training from the California STD/HIV Prevention Training Center. Trainings for service providers and counselors will include the integration of hepatitis C into relevant programs and updates on HCV infection. Trainings will likely be offered at locations that will not require overnight travel for Contractors, and will be scheduled shortly after awards are announced. The contact person will be someone from the California STD/HIV Prevention Training Center.

10. “Please clarify the footnoted comment on page 9 regarding provisions for hepatitis A and B vaccines. Will agencies not be allowed to include the purchase of these immunobiologics materials (that will be used as a direct result of identifying hepatitis C infected persons who are lacking sufficient vaccination levels of either/both of these vaccines from funded hepatitis screening activities) in their submitted budgets?”

Answer:

Agencies are not allowed to include the cost of hepatitis A and B vaccines in their submitted budgets.

11. "What is the limit for the Indirect Costs percent allowed for Subcontractors or Independent Consultants?"

Answer:

Proposed budgets must contain indirect costs at a rate no greater than 15% of total personnel costs including benefits. This also applies to subcontractors and independent consultants.